

February 11, 2004

Mayor Pro-Tem Bob Fateley called the meeting to order at 6:00 p.m. Councilmembers present were Wayne Lehrman, Bob Dewey, George Webster and Dave Freels.

Minutes were approved as sent for 12/10/03, 12/17/03 and 01/28/04.

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the City Council.

As of this date 02/11/04 the Council, by a majority vote, does approve for payment those vouchers included in the voucher payment list and further described as follows: Claims Fund voucher numbers 36387 through 36482 in the total amount of \$78103.49 Payroll Fund voucher numbers 20705 through 20739 in the total amount of \$62,010.28.

Councilmember Freels requested that City Clerk Pam Olsen prepare a breakdown of the attorney's fees each month for the council's information.

OATHS OF OFFICE

City Clerk Olsen swore Bob Fateley into City of Brewster Council Position #5 and George Webster into City of Brewster Council Position #4. Both council positions are 4 year terms.

MAIN AVENUE RECONSTRUCTION

Rick Door and Brad Niemeyer, JUB Engineers, were present to present the current draft drawings of the proposed Main Avenue Project. Mr. Door discussed a few issues that needed council approval to move forward: 1) Width of the sidewalks; 2) extending the project out to Highway 97; 3) placement of sidewalk bulbs. The council decided to go with 10 foot sidewalks so that landscaping could be added at a later date. Mr. Door stated that the Transportation Improvement Board (TIB) is more willing to grant money on a project that is an extension of another project and suggested we leave the portion of 7th Street to Highway 97 as a separate future project, council agreed. In regards to the sidewalk bulbs the council decided to take out the proposed bulbs located in the middle of the block because without them there would be more parking spaces and it would be easier for various street maintenance. Council discussed future types of landscaping and Councilmember Freels cautioned council about using colored cement stating that it doesn't always hold it's color.

PROMOTION OF THE CITY OF BREWSTER

Carolyn Byrd, Sterling Bank Manager and Doug Chantry, Brewster Marketplace owner, were present to discuss their promotional idea for the City of Brewster. Ms. Byrd pointed out two things that would potentially bring people to Brewster: 1) The 2010 Olympics that will be held in Canada and 2) the 97 Corridor Project. Mr. Chantry stated that we needed to put our personalities aside and work together to improve Brewster. Ms. Byrd announced that the Chamber of Commerce would be holding a meeting on February 17, 2004 at Los Camperos where Bill Burke, a marketing agent, would be discussing a proposal to market Brewster. Ms. Byrd urged everyone to attend.

FIRE DEPARTMENT UPDATE

Fire Chief Mike Webster presented for councils approval the Policies and Standard Operating Procedures Manual for the Brewster Fire Department. Webster stated that the manual had been reviewed by Canfield and Associates. City Clerk Olsen stated that the manual would need to be passed by resolution. Mayor House asked Olsen to prepare a resolution for the March council meeting. Webster updated the council on the status of the fire department, stating that the industrial washing machine had been installed, he was still working on getting bids for electrical work to be done at the fire station and that they were working close with Canfield and Associates on other safety issues.

FIRE DEPARTMENT NEEDS ASSESSMENT EVALUATION

Chief Webster discussed a Needs Assessment Evaluation being done by Kurt Danison, Highland Associates, assessing several local fire and emergency districts to determine the coverage currently being provided.

HIGHLAND ASSOCIATES CONTRACT

City Clerk Olsen discussed the contract between Highland Associates and the City of Brewster which provides planning and development and grant application preparation assistance.

MOTION:

Councilmember Webster moved to approve the contract between Highland Associates and the City of Brewster and to authorize the Mayor to sign it. Seconded by Councilmember Lehrman. Motion carried unanimously.

WASTEWATER TREATMENT PLANT PHASE II UPDATE

Public Works Director Shenyer discussed a letter he had received from Steve James, JUB Engineers regarding the progress of the Wastewater Treatment Plant Phase II Upgrade. Mr. James broke it down as follows: 1)JUB reviewed the contract between the City of Brewster and the Department of Ecology (DOE) in November 2003; 2) the original DOE design submittal was made on schedule in mid-January; 3) the design information and budget for the Centennial Clean Water Fund application in late January; and 4) the final facility design is on schedule for a final DOE submittal by March 1st, 2004.

POLICE DEPARTMENT REPORT

Police Chief Brent Pfundheller went over the new format of the monthly police stats explaining each officers activities. Chief Pfundheller stated that his officers are responsible for filling out their own activity sheets each month. Pfundheller has also made the officers responsible to be seen and interact with citizens at events in the community even though their presence is not necessarily required. Councilmember Dewey stated his delight in seeing the officers use time management and be accountable for their time. Councilmembers were pleased with the new format Chief Pfundheller presented them.

ANIMAL CONTROL OFFICER & VEHICLE

Chief Pfundheller proposed to council a plan to hire an animal control officer 80 hours per month and to purchase a low cost vehicle, not to exceed \$4,000. Public Works Director Shenyer stated that having an animal control officer would benefit his department too because currently two of his employees are having to clean and maintain the dog pound and it is taking them away from work that needs to be done at the treatment plant. Councilmember Freels stated he disagreed with increasing the Police Department in anyway. Councilmember Dewey stated that we need to move forward in a positive way and quit living in the past. Pfundheller agreed to the request that if the person hired left the position that he would discuss it further with council before hiring a replacement.

MOTION:

Councilmember Webster moved to approve the hiring of an animal control officer for not more then 80 hours per month and to purchase a vehicle for that position not to exceed \$4,000. Seconded by Councilmember Lehrman. Councilmember Freels voted no. Motion carried.

CHIEF FOR A DAY PROGRAM

Chief Pfundheller discussed a program sponsored by the Washington State Training Commission that provides an opportunity for a chronically ill child to be "Chief for a Day". Pfundheller explained that this year 6 children will be transported by motorcade to the Washington State Training Commission where they will be sworn in as Chief, have lunch with the recruits and they will participate in presentations made by K-9 Units, mounted patrol, SWAT, rifle units, a police helicopter and more. Chief Pfundheller announced that Brewster had been chosen this year to sponsor a child. A child will be provided with an exact duplicate of a City of Brewster Police Officer uniform including patches and will be accompanying Chief Pfundheller throughout the day of events. Council gave Chief Pfundheller permission to participate in the event and to spend \$90.00 for the uniform.

EXECUTIVE SESSION – APPROXIMATELY 5 MINUTES TO DISCUSS POSSIBLE LITIGATION

Mayor Pro-Tem Fateley adjourned into Executive Session for approximately 5 minutes to discuss possible litigation at 8:02 p.m.

Mayor Pro-Tem Fateley reconvened into regular session at 8:07 p.m.

There was no action taken.

ADJOURNMENT

There being no further business to come before the Council the meeting was adjourned.